



Florida Society of Medical Assistants, Inc.

March 15, 2008

To: Agnes Foxall, CMA (AAMA)
Speaker of the General Assembly
Karen Murray, CMA (AAMA)
Vice Speaker of the General Assembly

From: Carol Francis, CMA (AAMA)
Convention Chair/ Meeting Coordinator

Re: Annual Report

This Chair has attended to all the duties assigned to this position according to the Policy and Procedure Manual

We are currently working on the 55th Annual Convention. A meeting was held with the Holiday Inn Select on March 14th, 2008. President Mary Morris, CMA (AMMA), and Maria Wiegelmann, CMA (AAMA) joined me to work with Mary Myers, Meeting Manager for the Hotel.

Our basic needs were outlined with some things to be completed as we get closer to the Convention

On March 15th, a meeting was held with President Mary Morris, CMA (AAMA) and President Elect Theresa Errante-Perino with me to discuss the menu for each event and cover what was needed when we get to the Hotel.

As expected, prices have increased and hopefully the increased Registration fee will cover our food expenses.

If there are any special arrangements that have to be made for the Convention, please let me know as soon as possible.

Our Winter Seminar was a success based on a very nice attendance. We thank everyone for being so supportive.

Carol Francis, CMA (AAMA) Chair
MaryLou Allison, CMA-C (AAMA)
Mary Morris, CMA (AAMA)
Maria Wiegelmann, CMA (AAMA)



Florida Society of Medical Assistants, Inc.

February 29th, 2008

To: Agnes Foxall CMA (AAMA)
Speaker of the General Assembly

Karen Murray, CMA (AAMA)
Vice Speaker of the General Assembly

From: Adie De La Guardia-Piz, CMA (AAMA) Betty Springer, CMA (AAMA) Member
FSMA Education Chair Deniece Jozefiak, CMA (AAMA) Member
Mary Keho, CMA (AAMA) Member JoAnn Morris CMA (AAMA) Member
Christine Petsalis, CMA (AAMA) Member Maria Weigelman, CMA (AAMA) Member

Re: Education Committee Report

This chair has attended to the duties of the FSMA Education Committee for the year 2007-08. The education team provided quality educational sessions to the members of FSMA. Here is a re-count of 2007-08 educational sessions.

October, 2007 included the following topics for a total of 8 CEU's:

Getting in the Fight – The American Lung Association
Elder Abuse - The Area Agency on Aging of Central Florida
Wellness Recovery Action Plan – WRAP
Medical Reserve Corp
MRSA

January, 2008 included the following topics for a total of 6.5 CEU's:

A comprehensive presentation on All-Hazards Preparedness
Prevention and Detection of Cancer

As of the date of this report, the education agenda for the May annual convention has been completed. The education team has secured the following topics: Leadership, Compliance, Skills Refresher (featuring our FSMA educators) Lymphedema, and Human Papillomavirus (HPV); for a total of 10.5 CEU's (pending approval).

The task of securing qualified speakers requires dedication, perseverance, teamwork, and time. This year, the education team has demonstrated unsurpassed capabilities in these areas. I am truly thankful for their hard work and dedication. I also would like to express our sincere appreciation to the Educator's Forum for their support and willingness to participate in our educational sessions

On behalf of the education team for 2008, I want to thank the members of the FSMA for allowing us the privilege to serve you.